



Common Interest Community Management Information Fund Regulations

Effective
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The Perimeter Center, Suite 400
9960 Mayland Drive
Richmond, Virginia 23233
(804) 367-8510
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STATEMENT OF PURPOSE

This booklet contains the information you will need related to the Common Interest Community Management Information Fund Regulations. The law that governs your profession is found in **Chapter 29 (§55-528 et seq.) of Title 55 of the Code of Virginia**. That law permits the board to issue regulations that tell you more about what is expected of you in your profession. This booklet contains a copy of the regulations that you will need to know and with which you must comply for your license or registration.

FAILURE TO COMPLY WITH THESE PROVISIONS COULD RESULT IN A MONETARY PENALTY, THE LOSS OF YOUR LICENSE, REGISTRATION, OR OTHER DISCIPLINARY ACTION.

It is the goal of the Department of Professional and Occupational Regulation to provide the information you need to comply with the law and regulations. If you have a question and cannot find the answer in this booklet, please write to:

Common Interest Community Board
9960 Mayland Drive
Richmond, VA 23233

Or call the Agency at (804) 367-8500.

Or e-mail at cic@dpor.virginia.gov.

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18 VAC 48-60-10. Purpose.

These regulations govern the exercise of powers granted to and the performance of duties imposed upon the Common Interest Community Board by §§ 54.1-2350, 55-79.93:1, 55-504.1, 55-516.1 and 55-528 of the Code of Virginia.

18 VAC 48-60-20. Annual report by association.

"Association" shall be as defined in § 55-528 of the Code of Virginia. Each association annual report shall be on the form designated by the board or shall be a copy of the annual report filed with the State Corporation Commission. Such report shall be accompanied by the fee established by this chapter.

18 VAC 48-60-30. Annual report by condominium association.

Within 30 days after the date of termination of the declarant control period, and every year thereafter, an association shall file an annual report with the board.

18 VAC 48-60-40. Annual report by cooperative association.

Within 30 days after the date of termination of the declarant control period, and every year thereafter, an association shall file an annual report with the board.

18 VAC 48-60-50. Annual report by property owners' association.

Within the meaning and intent of § 55-516.1 of the Code of Virginia, within 30 days of the creation of the association, and every year thereafter, the association shall file an annual report with the board.

18 VAC 48-60-60. Registration fee.

The following fee schedule is based upon the size of each residential common interest community. The application fee is different than the annual renewal fee. All fees are nonrefundable.

<u>Number of Lots/Units</u>	<u>Application Fee</u>	<u>Renewal Fee</u>
1-50	\$45	\$30
51-100	\$65	\$50
101-200	\$100	\$80
201-500	\$135	\$115
501-1000	\$145	\$130
1001-5000	\$165	\$150
5001+	\$180	\$170

Registration certificates are renewable the month following the association's annual meeting.